



**HOUSING AUTHORITY
of the County of Los Angeles**

700 W. Main Street • Alhambra, CA 91801

Tel: 626.262.4510 • TDD: 855.892.6095 • www.hacola.org

Gloria Molina
Mark Ridley-Thomas
Zev Yaroslavsky
Don Knabe
Michael D. Antonovich
Commissioners

Sean Rogan
Executive Director

**AGENDA
FOR THE REGULAR MEETING OF THE
LOS ANGELES COUNTY HOUSING COMMISSION
WEDNESDAY, JANUARY 23, 2013
12:00 PM
700 W. MAIN STREET
ALHAMBRA, CA 91801
(626) 262-4511**

= = = = = = = = = = = =

1. Call to Order

2. Roll Call

Henry Porter Jr., Chair
Val Lerch, Vice Chair
Hope Boonshaft
James Brooks
Alma Cibrian
Michelle-Lynn Gallego
Zella Knight

3. Reading and Approval of the Minutes of the Previous Meeting

Regular Meeting of December 12, 2012

4. Report of the Executive Director

5. Public Comments

The public may speak on matters that are within the jurisdiction of the Housing Commission. Each person is limited to three minutes.

**We Build Better Lives
& Better Neighborhoods**



Regular Agenda

6. Award a Construction Contract for the Normandie Avenue Apartments Site Drainage Project (District 2)

Recommend that the Board of Commissioners award and authorize the Executive Director or his designee to execute or amend a Contract and all related documents with CAS General Contractor, the lowest responsive and responsible bidder, in the amount of \$334,500, to complete the site drainage and all other associated work at the Normandie Avenue Apartments, using Community Development Block Grant (CDBG) funds allocated to the Second Supervisorial District by the U.S. Department of Housing and Urban Development (HUD) and included in the Housing Authority's approved Fiscal Year 2012-2013 budget; authorize the Executive Director or his designee, if necessary, to terminate the contractor's right to proceed with the performance of the Contract or terminate the Contract; authorize the Executive Director or his designee to approve Contract change orders not to exceed \$66,900 for unforeseen project costs, using Capital Fund Program (CFP) funds allocated by HUD, and to incorporate these funds into the Housing Authority's approved Fiscal Year 2012-2013 budget; find that the approval of the Contract and the project are exempt from the provisions of the California Environmental Quality Act (CEQA) for the reasons stated in this letter and the record of the project.

(APPROVE)

7. Housing Commissioners may provide comments or suggestions for future Agenda items.

Copies of the preceding agenda items are on file and are available for public inspection between 8:00 a.m. and 5:00 p.m., Monday through Friday, at the Housing Authority's main office located at 700 W. Main St. Alhambra, CA 91801. Access to the agenda and supporting documents is also available on the Housing Authority's website.

Agendas in Braille are available upon request. American Sign Language (ASL) interpreters, or reasonable modifications to Housing Commission meeting policies and/or procedures, to assist members of the disabled community who would like to request a disability-related accommodation in addressing the Commission, are available if requested at least three business days prior to the Board meeting. Later requests will be accommodated to the extent possible. Please contact the Executive Office of the Housing Authority by phone at (626) 586-1504, or by e-mail at donna.delvalle@lacdc.org, from 8:00 a.m. to 5:00 p.m., Monday through Friday.

THE HOUSING AUTHORITY OF THE COUNTY OF LOS ANGELES
MINUTES FOR THE REGULAR MEETING OF THE
LOS ANGELES COUNTY HOUSING COMMISSION

Wednesday, December 12, 2012

The meeting was convened at the 700 W. Main Street, Alhambra, CA.

Digest of the meeting. The Minutes are being reported seriatim. A taped record is on file at the main office of the Housing Authority.

The meeting was called to order by Chair Henry Porter at 12:09 p.m.

<u>ROLL CALL</u>	<u>Present</u>	<u>Absent</u>
Henry Porter, Chair	X	
Val Lerch, Vice Chair	X	
Zella Knight	X	
Hope Boonshaft		X
James Brooks	X	
Alma Cibrian	X	
Michelle-Lynn Gallego	X	

PARTIAL LIST OF STAFF PRESENT:

Sean Rogan, Executive Director
Emilio Salas, Deputy Executive Director
Margarita Lares, Director, Assisted Housing
Maria Badrakhan, Director, Housing Management

GUESTS PRESENT:

None at this time

Reading and Approval of the Minutes of the Previous Meeting

On Motion by Commissioner Knight, seconded by Commissioner Cibrian with Commissioner Lerch and Commissioner Gallego abstaining, the Minutes of the Regular Meeting of November 14, 2012 were approved.

Agenda Item No. 4 – Report of the Executive Director

Deputy Executive Director Emilio Salas reported the following:

Emilio Salas welcomed the Commissioners and attendees to the new Community Development Commission/Housing Authority Headquarters in the City of Alhambra. He explained that the new facility was constructed with keeping the environment in mind and "going green". Mr. Salas thanked Executive Director Sean Rogan for his leadership and making this move a reality.

Emilio Salas welcomed new Tenant Commissioner, Michelle-Lynn Gallego. Ms. Gallego is a participant of the Section 8 program. She has many years of volunteer experience with various community programs including the Housing Authority's Resident Advisory Board. Ms. Gallego has her Bachelors of Science degree in Organizational Management with a concentration in Human Resources and is currently pursuing her Master's Degree in Public Administration at California State University Fullerton. Welcome, Ms. Gallego.

Michelle-Lynn Gallego announced that she is happy to be part of the Housing Commission. She enjoys working in public service and is excited about learning new things. She is honored to be selected and thanked staff for the opportunity.

Emilio Salas informed the Housing Commissioners that a response to Marina Manor resident Carol Bogan has been distributed to them regarding her concerns from the November 14, 2013 Housing Commission meeting.

Emilio Salas reported that on December 3, 2013 the Community Development Commission/Housing Authority hosted a Bipartisan Policy Commission (BPC) meeting. Two members of the BPC, including Mr. Henry Cisneros, former HUD Secretary, and Mercedes Marquez, former HUD Assistant Secretary, were in attendance. Also in attendance were California housing leaders including developers, non-profits, housing finance agencies, and other public housing authorities. Former Secretary Cisneros made a presentation on key recommendations that the BPC is going to make to Congress, which include the modification to the mortgage interest deduction and the establishment of an oversight body.

Emilio Salas stated that the Housing Authority has obtained the following final REAC scores: Carmelitos scored 94, Harbor Hills scored 91, Lancaster Homes 94, and at this time we are still awaiting Maravilla's revised score of 67. Mr. Salas thanked staff at all of these locations for obtaining such great scores as part of this assessment. They worked long hours in preparation for this inspection.

Emilio Salas informed Commissioners that if they were interested in business cards, to please contact Donna Del Valle for the necessary information. Emilio Salas stated that the annual Homewalk sponsored by the United Way took place on Saturday November 17, 2013. Despite the rain the event drew well over 10,000 participants and HACoLA was well represented. This is an annual fundraiser aimed at raising funds to expand permanent supportive housing for chronically homeless Los Angeles County residents. A special thanks to all CDC and Housing

Authority staff who supported the effort and especially for those who attended the event.

Emilio Salas informed the Commission that at the Harbor Hills Housing Development site, a special event took place before the Thanksgiving holiday. The "Season of Giving" event sponsored by East West Bank, Food Finders and the Los Angeles Lakers. This event provided 300 turkeys, pies and blankets to our families. A special thanks goes out to the resident services staff including Shelly Thompson, Resident Services Coordinator for making this happen.

In addition to the events that have occurred at our public housing sites, we will also be hosting other holiday events including the toy giveaway at our Santa Fe Springs office where we expect to provide toys to more than 600 families that participate in our Section 8 program, and our Community Resource Center in South Whittier where toys will also be provided to the surrounding community.

Emilio Salas informed the Housing Commission that there is an upcoming Resident Council meeting that will be held on Tuesday, January 15, 2013 from 9:00 - 12:00pm at our Alhambra office. All Housing Commissioners are invited to attend.

Agenda Item No. 5 – Presentation

Information on Resident Councils was presented by Shelly Thompson, Resident Services Coordinator.

Agenda Item No. 6 - Public Comments

None at this time

Regular Agenda

On Motion by Commissioner Lerch seconded by Commissioner Knight and unanimously carried, the following was approved by the Housing Commission:

**AWARD A CONSTRUCTION CONTRACT FOR THE EL SEGUNDO II
HOUSING DEVELOPMENT KITCHEN AND BATHROOM REMODEL PROJECT
(DISTRICT 2)
AGENDA ITEM NO. 7**

1. Recommend that the Board of Commissioners award and authorize the Executive Director or his designee to execute or amend a Contract and all related documents with Corral Construction and Development, Inc., the lowest responsive and responsible bidder, in the amount of \$143,444, to complete the remodel of kitchens and bathrooms at the El Segundo II public housing development, using Community Development Block Grant (CDBG) funds allocated to the Second Supervisorial District by the U.S. Department of Housing and Urban Development (HUD).

2. Recommend that the Board of Commissioners authorize the Executive Director or his designee, if necessary, to terminate the contractor's right to proceed with the performance of the Contract or terminate the Contract.
3. Recommend that the Board of Commissioners authorize the Executive Director or his designee to approve Contract change orders not to exceed \$28,689 for unforeseen project costs, using the same source of funds.
4. Recommend that the Board of Commissioners authorize the Executive Director to incorporate into the Housing Authority's Fiscal Year 2012-2013 approved budget up to \$172,133 to fund the Contract and change orders, and up to \$75,137 to fund project-related Housing Authority administrative costs, using CDBG funds allocated to the Second Supervisorial District by HUD.
5. Recommend that the Board of Commissioners find that the approval of the Contract and the project are exempt from the provisions of the California Environmental Quality Act (CEQA) for the reasons stated in this letter and the record of the project.

On Motion by Commissioner Lerch seconded by Commissioner Gallego with Commissioner Knight abstaining, the following was approved by the Housing Commission:

APPROVE THE HOUSING AUTHORITY'S PLAN IN THE EVENT OF
INSUFFICIENT FUNDING FOR THE HOUSING CHOICE VOUCHER PROGRAM
DUE TO SEQUESTRATION (ALL DISTRICTS)
AGENDA ITEM NO. 8

1. Recommend that the Board of Commissioners instruct the Executive Director to submit a waiver request to the U.S. Department of Housing and Urban Development (HUD) for an immediate 8.2 percent reduction to the payment standard for the Housing Choice Voucher (HCV) Program should the sequestration provision of the Budget Control Act of 2011 become effective January 2, 2013.
2. If the waiver request is not granted or a determination is not received from HUD within 30 days of the initial request, recommend that the Board of Commissioners instruct the Executive Director to implement a plan to terminate Housing Assistance Payments Contracts for approximately 1,800 HCV Program households based on a first in first out concept, excluding seniors, disabled, veterans, former homeless, project-based vouchers, family unification and moderate rehabilitation families.

On Motion by Commissioner Knight seconded by Commissioner Brooks and unanimously carried, the following was approved by the Housing Commission:

**APPROVAL OF 2013 HOUSING COMMISSION
MEETING SCHEDULE
AGENDA ITEM NO. 9**

The following was approved by the Housing Commission:

**ELECTION OF CHAIR AND VICE CHAIR 2013
AGENDA ITEM NO.10**

On Motion by Commissioner Knight seconded by Commissioner Brooks and unanimously carried, Commissioner Lerch was elected Chair and will assume office at the January 23, 2013 meeting.

On Motion by Commissioner Lerch seconded by Commissioner Brooks and unanimously carried, Commissioner Cibrian was elected Vice-Chair and will assume office at the January 23, 2013 meeting.

Agenda Item No. 7 – Housing Commissioner Comments and Recommendations for Future Agenda Items

Commissioner Knight complimented the Housing Authority and the Community Development Commission for all their hard work with external partners. Commissioner Knight requested that there be more connection with volunteerism with Americorp Vista and Los Angeles Unified School District with possible support for the Resident Councils.

Commissioner Porter stated that the South Scattered Sites had a Resident Council in the past, but with lack of participation it was dissolved. He asked that this topic be revisited and perhaps be re-established.

Commissioner Brooks stated that every meeting is positive and he has met so many sincere people involved with the agency and that care for the community. He stated that he is impressed and overwhelmed by their commitment. He also thanked staff for their day to day involvement.

Commissioner Gallego stated that she appreciates the opportunity to be involved with the Commission and she sees the commitment from everyone involved.

Commissioner Knight emphasized the importance to the agency of involving the community with opportunities to volunteer in various programs. Commissioner Knight asked for more presentations on external partnerships and how we can get more volunteers involved.

Commissioner Cibrian thanked staff and is hopeful for the New Year and wished all a happy holiday.

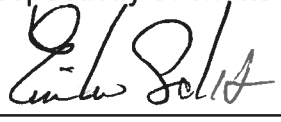
Commissioner Lerch wished all a happy holiday and thanked everyone for the honor to serve as Chair for the upcoming year. He congratulated staff on the recent REAC scores. Commissioner Lerch also thanked Commissioner Porter for his leadership and guidance serving as Chair for 2012.

Commissioner Porter stated that with everyone's collective effort and working together we can get things done. He stated that he appreciates everyone's comments and hard work.

Commissioner Porter wished all in attendance a Merry Christmas and Happy New Year.

On Motion by Commissioner Knight and seconded by Commissioner Brooks, the Regular Meeting of December 12, 2012, was adjourned at 1:15 pm.

Respectfully submitted,


for SEAN ROGAN
Executive Director
Secretary –Treasurer

Housing Authority - County of Los Angeles

FOR YOUR INFORMATION ONLY

December 31, 2012

TO: Housing Commissioners

FROM: Margarita Lares, Director, Assisted Housing Division

RE: **FSS PROGRAM UPDATE – DECEMBER 2012**

The Family Self-Sufficiency (FSS) Program is a HUD initiative intended to assist Housing Choice Voucher Program Participants achieve economic independence and self-sufficiency.

Activities

NUMBER CURRENTLY ENROLLED	596	As of December 1, 2012
NEW ENROLLMENTS	8	FSS Participants Enrolled
CONTRACTS EXPIRED	5	FSS Contract Expired
DIRECT ASSISTANCE REFERRALS	41 12 263 209 14 57 6 8 81 260	Workforce Centers Home Ownership Program/Seminars/workshops Job referral Educational/Vocational Services Credit Repair Services Financial Literacy Individual Deposit Accounts Transportation Assistance Health & Food Services Other Social Services
OUTREACH & SPECIAL EVENTS	1	The Family Self Sufficiency Program hosted its 8th Annual Holiday event, "A Holiday to Remember" at the Santa Fe Springs and Antelope Valley offices. A total of 141 families attended the event and enjoyed the gifts, prizes and meals provided through community outreach. Additionally, toys were handed out to 366 children.
GRADUATIONS	1	Graduation

If you have any questions, please feel free to contact me at (626) 586-1670.

ML:MP:WB:dt

FAMILY SELF-SUFFICIENCY (FSS) REPORT SUPPLEMENT

Listed below are descriptions of frequently used language in the monthly FSS Report.

1. **SASSFA**-Acronym for Southeast Area Social Services Funding Authority. They oversee all the funding for Worksource Centers, who provide job training, job placement, and skill assessment. We have a partnership with them, which in turn benefits our clients by providing services that we would not be able to provide on our own. There are about 75 Worksource Centers located in Southern California.
2. **The Employment Network Job Board** is located in the Family Self-Sufficiency department of the Assisted Housing Division located at 12131 Telegraph Road, Santa Fe Springs, CA and is a compilation of job leads, job requests and training information supplied by our various partnered agencies and is updated on a bi-weekly basis. The network board may also include referrals to other types of services, such as job fairs, resume preparation or social services. All these resources are shared with FSS participants.
3. **Emergency Transportation Assistance** refers to bus tokens issued by FSS staff to FSS participants who are having short term transportation problems. This would include those who have started a new job and need transportation assistance until they receive a pay check; those who need assistance in order to get to a job interview; those who are starting school and may not have been able to make arrangements to carpool prior to enrollment; those who have had a temporary transportation emergency, such as a automobile accident or auto break down. Part of this assistance may also include referrals to other agencies which may have bus tokens or passes available.



**HOUSING AUTHORITY
of the County of Los Angeles**

700 W. Main Street • Alhambra, CA 91801

Tel: 626.262.4510 • TDD: 855.892.6095 • www.hacola.org

Gloria Molina
Mark Ridley-Thomas
Zev Yaroslavsky
Don Knabe
Michael D. Antonovich
Commissioners

Sean Rogan
Executive Director

January 23, 2013

Honorable Housing Commissioners
Housing Authority of the
County of Los Angeles
700 W Main Street
Alhambra, California 91801

Dear Commissioners:

**AWARD A CONSTRUCTION CONTRACT FOR THE NORMANDIE AVENUE
APARTMENTS SITE DRAINAGE PROJECT
(DISTRICT 2)**

SUBJECT

This letter recommends award of a Construction Contract (Contract) to CAS General Contractor to complete the site drainage project and all other associated work at the Normandie Avenue Apartments located at 11431-11463 S. Normandie Avenue in unincorporated West Athens/Westmont.

IT IS RECOMMENDED THAT YOUR COMMISSION:

1. Recommend that the Board of Commissioners award and authorize the Executive Director or his designee to execute or amend a Contract and all related documents with CAS General Contractor, the lowest responsive and responsible bidder, in the amount of \$334,500, to complete the site drainage and all other associated work at the Normandie Avenue Apartments, using Community Development Block Grant (CDBG) funds allocated to the Second Supervisorial District by the U.S. Department of Housing and Urban Development (HUD) and included in the Housing Authority's approved Fiscal Year 2012-2013 budget.
2. Recommend that the Board of Commissioners authorize the Executive Director or his designee, if necessary, to terminate the contractor's right to proceed with the performance of the Contract or terminate the Contract.
3. Recommend that the Board of Commissioners authorize the Executive Director or his designee to approve Contract change orders not to exceed \$66,900 for unforeseen project costs, using Capital Fund Program (CFP)

**We Build Better Lives
& Better Neighborhoods**



funds allocated by HUD, and to incorporate these funds into the Housing Authority's approved Fiscal Year 2012-2013 budget.

4. Recommend that the Board of Commissioners find that the approval of the Contract and the project are exempt from the provisions of the California Environmental Quality Act (CEQA) for the reasons stated in this letter and the record of the project.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The purpose of this action is to award a Contract for the site drainage project at the Normandie Avenue Apartments and to find that the project is exempt from CEQA.

FISCAL IMPACT/FINANCING

There is no impact on the County general fund. The Housing Authority will fund the improvements with \$334,500 in CDBG funds allocated to the Second Supervisorial District by HUD, and included in the Housing Authority's approved Fiscal Year 2012-2013 budget.

A 20% contingency, in the amount of \$66,900, is being set aside for unforeseen costs using CFP funds allocated by HUD, to be incorporated into the Housing Authority's approved Fiscal Year 2012-2013 budget. This contingency is recommended because the site drainage work often involves unforeseen conditions or water damage that extends further than initially identified in the scope of work.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The Normandie Avenue Apartments in unincorporated West Athens/Westmont consists of 28 two-story public housing units. The scope of work for this Contract includes installation of a new site drainage system, minor grading, repair of concrete and asphalt paving, removal and replacement of bottom course of stucco throughout, installation of landscaping and irrigation, and all other associated work.

The improvements are being federally funded, and are not subject to the requirements of the Greater Avenues for Independence (GAIN) Program or the General Relief Opportunity for Work (GROW) Program implemented by the County of Los Angeles. Instead, CAS General Contractor will comply with Section 3 of the Housing and Community Development Act of 1968, as amended, which requires that employment and other economic opportunities generated by certain HUD assistance be directed to low- and very low-income persons, particularly to persons who are recipients of HUD housing assistance.

CONTRACTING PROCESS

On November 7, 2012, the Housing Authority initiated an outreach to identify a contractor to complete the work at the subject property. Invitations for Bids were emailed to 334 contractors identified from the Housing Authority's vendor list. Advertisements also appeared in the Los Angeles Times and on the County WebVen and Housing Authority websites.

On December 7, 2012, 7 bids were received and formally opened. The lowest bid, submitted by Imaginary Design Inc., was determined to be non-responsive due to the bidder's failure to comply with Bid Preparation and Submission requirements. The second lowest bid, submitted by CAS General Contractor, was determined to be the lowest responsive and responsible and is being recommended for the Contract award.

The Summary of Outreach Activities is provided as Attachment A.

ENVIRONMENTAL DOCUMENTATION

Pursuant to 24 Code of Federal Regulation, Part 58, Section 58.35 (a) (3)(ii), this project is excluded from the National Environmental Policy Act because it involves activities that will not alter existing environmental conditions. It is categorically exempt from the provisions of CEQA. The project is within a class of projects that have been determined not to have a significant effect on the environment in that it meets the criteria set forth in Section 15301 of the CEQA Guidelines and Class 1 of the County's Environmental Document Reporting Procedures and Guidelines, Appendix G. In addition, the project is not in a sensitive environment, and there are no cumulative impacts, unusual circumstances, or other limiting factors that would make the exemption inapplicable based on the project records.

IMPACT ON CURRENT PROJECT

The award of the Contract will complete the site drainage for the Normandie Avenue Apartments and allow the Housing Authority to continue providing residents with decent, safe and sanitary living conditions.

Respectfully submitted,



for SEAN ROGAN
Executive Director

Enclosures

ATTACHMENT A

Summary of Outreach Activities

On November 7, 2012, the following outreach was initiated to identify a contractor to complete the site drainage and all other associated work at the Normandie Avenue Apartments located at 11431-11463 S. Normandie Avenue, Los Angeles, CA 90047.

A. Newspaper Advertising

Announcements appeared in the Los Angeles Times.

An announcement was also posted on the County WebVen and Housing Authority websites.

B. Distribution of Bid Packages

The Housing Authority's vendor list was used to email out Invitations for Bids to 334 contractors, of which 178 identified themselves as businesses owned by minorities or women (private firms which are 60 percent owned by minorities or women, or publicly-owned businesses in which 56 percent of the stock is owned by minorities or women). As a result of the outreach, 70 downloaded the bid package.

C. Pre-Bid Conference and Site Walk

On November 20, 2012, a mandatory pre-bid conference and site walk was conducted. Fifteen firms were in attendance.

D. Bid Results

On December 7, 2012, a total of seven bids were received and publicly opened.

The bid result was as follows:

<u>Engineers' Estimate</u>	\$350,000
<u>Company</u>	<u>Bid Amount</u>
Imaginary Design Inc.	\$325,000
CAS General Contractor	\$334,500
ZK Construction	\$345,240
Torres Construction	\$351,418
G2K Construction Inc.	\$388,300
AZ Home, Inc.	\$419,000
Monet Construction	\$585,500

E. Minority/Female Participation – Selected Contractor

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>
CAS General Contractor	Minority	Total: 3 3 Minorities 0 Women 100% Minorities 0% Women

F. Minority/Women Participation - Firms Not Selected

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>
Imaginary Design Inc.	Minority	Total: 10 10 Minorities 3 Women 100% Minorities 33% Women
ZK Construction	Minority	Total: 5 5 Minorities 0 Women 100% Minorities 0% Women
Torres Construction	Minority	Total: 53 52 Minorities 13 Women 100% Minorities 25% Women
G2K Construction Inc.	Minority	Total: 10 7 Minorities 3 Women 70% Minorities 30% Women
AZ Home Inc.	Non-Minority	Total: 10 5 Minorities 2 Women 50% Minorities 20% Women
Monet Construction Inc.	Information not provided	

The Housing Authority conducts ongoing outreach to include minorities and women in the contract award process, including: providing information at local and national conferences; conducting seminars for minorities and women regarding programs and services; advertising in newspapers to invite placement on the vendor list; and mailing information to associations representing minorities and women. The above information has been voluntarily provided to the Housing Authority.

The recommended award of the contract is being made in accordance with the Housing Authority's policies and federal regulations, and without regard to race, creed, color, or gender.

ATTACHMENT B

Contract Summary

Project Name: Normandie Avenue Apartments Site Drainage Project
Location: 11431-11463 S. Normandie Avenue, Los Angeles, CA 90047
Bid Number: CDC12-092
Bid Date: December 7, 2012
Contractor: CAS General Contractor
Services: The scope of work includes installation of new site drainage system, minor grading, repair of concrete and asphalt paving, removal and replacement of bottom course of stucco throughout, installation of landscaping and irrigation and all other associated work

Contract Documents: Part A – Instructions to Bidders and General Conditions; Part B – Specifications; Part C – Bidder's Documents, Representations, Certifications, Bid, and Other Statements of Bidder; all addenda to the Contract Documents.

Notice to Proceed and Completion: The work to be performed under this Construction Contract shall be commenced within ten (10) days after a Notice to Proceed is received by the Contractor, or on the date specified in the Notice, whichever is later, and shall be completed within ninety (90) calendar days following the required commencement date.

Liquidated Damages: In the event of breach of contract, the Contractor and his/her sureties shall be liable for, and shall pay to the Housing Authority the sum of **Five Hundred Dollars and Zero Cents (\$500.00)** as liquidated damages for each calendar day of delay, until the Work is accepted by the Owner.

Contract Sum: The Housing Authority shall pay the Contractor for the performance of the Construction Contract subject to additions and deductions by Change Order(s) as provided in the Contract Documents, in current funds, the sum of **Three Hundred Thirty-Four Thousand Five Hundred Dollars (\$334,500)**. The Contract Sum is not subject to escalation, includes all labor and material increases anticipated throughout the duration of this Construction Contract.

Contract Contingency: **\$66,900**

Normandie Avenue Apartments Site Drainage Project



1. Normandie Avenue Apartments - scope includes installation of a new site drainage system, minor grading, repair of concrete and asphalt paving, removal and replacement of bottom course of stucco throughout, installation of landscaping and irrigation and all other associated work.



2. Construct four planter drains along the north side of the property.

Normandie Avenue Apartments Site Drainage Project



3. Remove debris, obstructions, and plants in channel. Protect existing retaining wall and footing in place.



4. Regrade area per civil drawings to allow proper slope to new drains. Bottom stucco (approximately 2'-0" height) will be removed for repair due to water damage. Replace sill plates as needed. New stucco will be installed with new underlayment of waterproof cement based coating, 2 sheets of building papers, and new wiremesh throughout.